

**ASSOCIATION of  
GOVERNMENTS**

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**Ventura County:** Judy Mikels, Ventura County • Glen Becerra, Simi Valley • Carl Morehouse, San Buenaventura • Toni Young, Port Hueneme

**Orange County Transportation Authority:** Lou Correa, County of Orange

**Riverside County Transportation Commission:** Robin Lowe, Hemet

**Ventura County Transportation Commission:** Keith Millhouse, Moorpark

## MEETING OF THE

# ADMINISTRATION COMMITTEE

### Please Note Change in Meeting Location & Time:

**Thursday, June 1, 2006  
9:30 a.m. – 10:30 a.m.**

**Marina del Rey Marriott  
4100 Admiralty Way  
310.301.3000**

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Lisa Taylor at 213.236.1891 or [taylorl@scag.ca.gov](mailto:taylorl@scag.ca.gov)

Agendas and Minutes for the Administration Committee are also available at:

[www.scag.ca.gov/committees/ac.htm](http://www.scag.ca.gov/committees/ac.htm)

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. If you require such assistance, please contact SCAG at (213) 236-1868 at least 72 hours in advance of the meeting to enable SCAG to make reasonable arrangements. To request documents related to this document in an alternative format, please contact (213) 236-1868.

# ADMINISTRATION COMMITTEE

## AGENDA

	PAGE #	TIME
<i>"Any item listed on the agenda (action or information) may be acted upon at the discretion of the Committee."</i>		
1.0 <u>CALL TO ORDER &amp; PLEDGE OF ALLEGIANCE</u>	Hon. Dennis Washburn, Vice Chair	
2.0 <u>PUBLIC COMMENT PERIOD</u> Members of the public desiring to speak on an agenda item or items not on the agenda, but within the purview of the Committee, must fill out and present a speaker's card to the Assistant prior to speaking. A speaker's card must be turned in before the meeting is called to order. Comments will be limited to three minutes. The chair may limit the total time for all comments to twenty (20) minutes.		
3.0 <u>REVIEW and PRIORITIZE AGENDA ITEMS</u>		
4.0 <u>CONSENT CALENDAR</u>		
4.1 <u>Approval Item</u>		
4.1.1 <u>Approve Minutes of May 04, 2006 Attachment</u>	94	
4.1.2 <u>Faster Freight Cleaner Air Funding of Congressional Conference RC Attachment</u>	08	
4.1.3 <u>Authorize Executive Director to Execute Transit Operator Agreements RC Attachment</u>	09	
4.1.4 <u>Authorization for Extension of Cooperative Agreement Between Caltrans and SCAG RC Attachment</u>	10	
4.2 <u>Receive and File</u>		
4.2.1 <u>Purchase Orders/ Contracts \$5,000 to \$250,000 RC Attachment</u>	21	

# ADMINISTRATION COMMITTEE

## AGENDA

		PAGE #	TIME
5.0	<b><u>ACTION ITEMS</u></b>		
5.1	<u>Resolution #06-475-1 Authorizing the Submittal and Execution of Federal Transit Administration Grants Through the Transportation Electronic Award Management System (TEAM) RC Attachment</u>	Bert Becker, Interim CFO  11	10 minutes
	<b>Recommended Action:</b> Recommends that the Regional Council Adopt Resolution #06-475-1 Authorizing the Submittal and Execution of Federal Administration Grants Through the Transportation Electronic Award Management System (TEAM)		
5.2	<u>Adoption of Final Audit Appeal Procedure RC Attachment</u>	Bert Becker, Interim CFO 14	10 minutes
	<b>Recommended Action:</b> Recommends that the Regional Council Adopt the Final Audit Appeal Procedure.		
5.3	<u>KPMG Audit Handout</u>	Chris Ray, KPMG	15 minutes
	<b>Recommended Action:</b> Receive and File.		
6.0	<b><u>INFORMATION ITEMS</u></b>		
6.1	<u>CFO Monthly Financial Report RC Attachment</u>	Bert Becker, Interim CFO 33	5 minutes
6.2	<u>Responses to SCAG Request for Proposal (RFP) Solicitations RC Attachment</u>	Sandee Scott SCAG Staff 88	5 minutes



# ADMINISTRATION COMMITTEE

## AGENDA

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*PAGE #*

*TIME*

**7.0 FUTURE AGENDA ITEMS**

Any Committee members or staff desiring to place items on a future agenda may make such request. Comments should be limited to three (3) minutes.

**8.0 ANNOUNCEMENTS**

**9.0 ADJOURNMENT**

The next meeting of the Administration Committee will be held on Thursday, July 6, 2006 at the SCAG offices.

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Administration Committee

May 4, 2006

*Minutes*

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**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.**

The Administration Committee held its meeting at The Westin, Long Beach, CA. The meeting was called to order by Dennis Washburn, Vice Chair, Calabasas. There was a quorum.

**Members Present**

Baldwin, Harry ♦	City of San Gabriel
Burke, Yvonne ♦	County of Los Angeles
Edney, Jon ♦	City of El Centro
Pettis, Greg ♦	City of Cathedral City
Robertson, Deborah ♦	City of Rialto
Washburn, Dennis (Vice Chair) ♦	City of Calabasas

**Members Not Present**

Aldinger, Jim ♦	City of Manhattan Beach
Bowlen, Paul ♦	City of Cerritos
Dixon, Richard ♦	City of Lake Forest
Loveridge, Ronald ♦	City of Riverside
Lowenthal, Bonnie	City of Long Beach
Mikels, Judy ♦	County of Ventura
Nelson, Larry	City of Artesia
Ovitt, Gary ♦	County of San Bernardino
Roberts, Ron ♦	City of Temecula
Smith, Greig ♦	City of Los Angeles
Young, Toni ♦	City of Port Hueneme

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♦ Indicates Regional Council Member

▣ Indicates New Committee Member

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Administration Committee

May 4, 2006

*Minutes*

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**1.0 CALL TO ORDER & PLEDGE OF ALLEGIENCE**

Hon. Dennis Washburn, Vice Chair, Calabasas, called the meeting to order at 9:25 a.m.

**2.0 PUBLIC COMMENT PERIOD**

None.

**3.0 REVIEW and PRIORITIZE AGENDA ITEMS**

Item 5.2 pulled, not available.

**4.0 CONSENT CALENDAR**

**4.1 Approval Item**

4.1.1 Minutes of April 6, 2006

4.1.2 Sponsorship of Air Waste Management Association Conference

4.1.3 Invitation to Visit the Shanghai, China Maglev System

*Motion by Edney to pay for the Maglev trip out of left over funds, Seconded by Baldwin and upheld by the Committee.*

4.1.4 Contracts Over \$250,000

*Motion by Edney to approve the Consent Calendar, Seconded by Baldwin, then unanimously approved by the Committee.*

**4.2 Receive and File**

4.2.1 Purchase Orders/Contracts \$5,000 to \$250,000

**5.0 ACTION ITEMS**

**5.1 Fiscal Year 2006-2007 Overall Work Program (OWP)**

Charlie Wagner, SCAG Staff, reported that in March 2006 the Administration Committee and Regional Council released the Draft OWP for public comments for response before April 3<sup>rd</sup>. Comments were received by Caltrans regarding format and issues regarding content of the OWP. SCAG staff met with Caltrans to resolve the issues. No further issues were reported.

*Motion by Robertson to recommend that the Regional Council Approve, Seconded by Baldwin, then concurred by the Committee.*

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Administration Committee

May 4, 2006

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*Minutes*

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5.2 KPMG Audit

Item pulled.

6.0 INFORMATION ITEMS

6.1 CFO Report

Bert Becker reported:

Expenditures and encumbrances are on track with no significant issues to report.

6.2 Audit Committee Report

Bert Becker, Interim CFO, reported that the Audit Committee reviewed the Audit Appeal Procedure, recommended changes and will come back to the Administration Committee and Regional Council for June approval.

7.0 FUTURE AGENDA ITEMS

8.0 ANNOUNCEMENTS

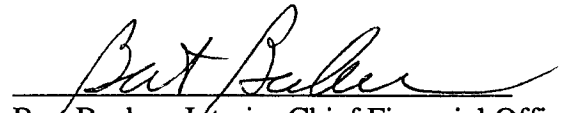
Dennis Washburn, Vice Chair, announced:

- Los Angeles California League of Cities meeting today
- City Selection Committee meeting

9.0 ADJOURNMENT

Hon. Dennis Washburn, Vice Chair, adjourned meeting at 9:50am. Next meeting will be held as part of the Retreat at the Marina del Rey Marriott on Thursday, June 1, 2006.

Minutes Approved by:



Bert Becker, Interim Chief Financial Officer  
Staff to the Administration Committee